

<b>CH2M HILL Hanford Group, Inc.</b>	<b>Manual</b>	<b>Policy</b>
<b>SMOKE FREE WORKPLACE</b>	<b>Document</b>	<b>TFC-POL-29, REV A-1</b>
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	<b>Issue Date</b>	<b>December 13, 2005</b>
	<b>Effective Date</b>	<b>December 19, 2005</b>

## [Ownership matrix](#)

### **1.0 PURPOSE AND SCOPE**

(2.1., 2.2)

CH2M HILL Hanford Group, Inc. (CH2M HILL) is committed to providing a smoke-free workplace for the health and safety of all employees and to providing resources to help interested employees reduce or quit smoking. This policy applies to all CH2M HILL employees and contractors as well as all visitors.

### **2.0 SOURCES**

1. WAC 296-62-1200 (state regulation).
2. RCW 70.160.050.

### **3.0 IMPLEMENTATION**

1. Smoking (using or carrying lighted tobacco products) is prohibited in or around DOE-owned, leased, or controlled areas:
  - \$ All indoor areas
  - \$ All government vehicles
  - \$ Near hazardous or toxic materials
  - \$ Near building ventilation systems
  - \$ In any building entry or in a way that obstructs a building entry.
  - \$ In any outside area on the Hanford Site where employees are present to complete a work activity (including pre-job and post-job activities).
2. Smoking will be allowed in designated smoking areas or when smoking areas cannot be established, smoking must occur more than 25 feet from a building entrance, exit, window, and ventilation intake.

NOTE: For areas outside the tank farm fencing, the manager in charge may designate a smoking area, as long as it meets criteria in 3.0.1 and 3.0.2.

3. Employees are responsible for explaining this policy to their guests.
4. Human Resources will assist management and employees in answering questions regarding this policy.